
FISCAL YEAR 2010 BUDGET

Fund Summary

Fund Name : Park Special Revenue Fund
Business Area Name : Parks and Recreation
Fund No./Bus. Area No. : 2100 / 3600

	FY2009 Current Budget	FY2009 Estimate	FY2010 Budget
Beginning Fund Balance	3,748,242	3,748,242	3,138,933
Current Revenues	7,374,000	7,608,500	7,645,100
Total Available Resources	11,122,242	11,356,742	10,784,033
Maintenance and Operations	7,792,838	7,792,809	8,484,475
Transfer to Special Non-Recurring Projects	425,000	425,000	425,000
Total Expenditures	8,217,838	8,217,809	8,909,475
Planned Ending Fund Balance	2,904,404	3,138,933	1,874,558
Total Budget	11,122,242	11,356,742	10,784,033

In 1981, City Council directed that revenue from revenue generating activities should be deposited in a "Park's Special Revenue Fund". These funds should be used for repairs, replacement, and renovation of park's revenue producing facilities and equipment, and for maintaining and operation of parks' revenue producing facilities and activities.

Presently, revenue-generating activities include, but are not limited to:

- . Golf courses.
- . Tennis, fitness and garden centers.
- . Community center and ball field rentals.
- . Adult sports league registrations.
- . Youth summer enrichment programs.
- . Park concessions.
- . Lake Houston Park Entrance and Reservations.

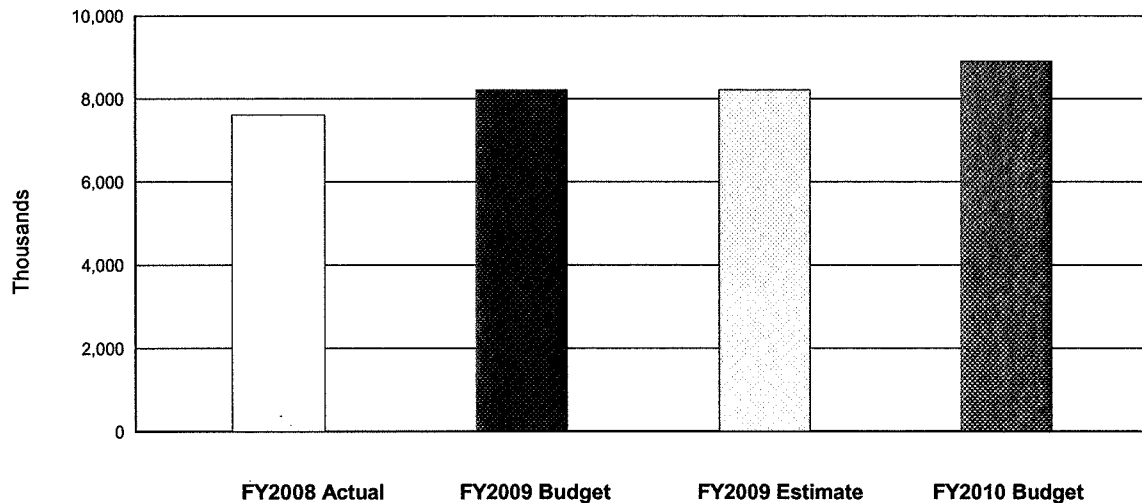
FISCAL YEAR 2010 BUDGET

Business Area Budget Summary

Fund Name : Park Special Revenue Fund
Business Area Name : Parks and Recreation
Fund No./Bus. Area No. : 2100 / 3600

		FY2008 Actual	FY2009 Current Budget	FY2009 Estimate	FY2010 Budget
Expenditures	Personnel Services	4,066,086	4,663,163	4,680,834	5,178,975
	Supplies	1,584,218	1,263,900	1,256,800	1,414,100
	Other Services and Charges	1,147,201	1,468,400	1,458,800	1,569,900
	Equipment	524,286	397,375	396,375	321,500
	Non-Capital Equipment	0	0	0	0
	Total M & O Expenditures	7,321,791	7,792,838	7,792,809	8,484,475
	Debt Service & Other Uses	287,000	425,000	425,000	425,000
	Total Expenditures	7,608,791	8,217,838	8,217,809	8,909,475
Revenues		7,708,902	7,374,000	7,608,500	7,645,100
Staffing	Full-Time Equivalents - Civilian	96.6	116.0	116.1	120.5
	Full-Time Equivalents - Classified	0.0	0.0	0.0	0.0
	Full-Time Equivalents - Cadets	0.0	0.0	0.0	0.0
	Total	96.6	116.0	116.1	120.5
	Full-Time Equivalents-Overtime	6.6	5.3	5.8	5.0
Budget Highlights	<ul style="list-style-type: none"> o Continue funding for the 3% HOPE and 1.25% Pay for Performance increases. o Continue to provide well-maintained, attractive and safe golf and tennis facilities. o Promote golf and tennis programs through the website, media, town hall meetings and citizens community base. o Supplement summer programs cost by purchasing t-shirts, sponsoring field trips and day camping nature trips, and making improvements to Memorial Tennis Center. o Continue to increase revenues for the department through golf course revenue, ball field rentals, concessionaire revenues, and Lake Houston Park rentals. o Enhance and strengthen existing public and private partnerships. 				

**Park Special Revenue Fund
Parks and Recreation
Expenditure Summary**



FISCAL YEAR 2010 BUDGET

Business Area Group Summary	
Fund Name : Park Special Revenue Fund Business Area Name : Parks and Recreation Fund No./Bus. Area No. : 2100 / 3600	
Group Description	Group Objectives
360002 Revenue Administration Miscellaneous revenue generated at park facilities and at the Summer Enrichment Program is recognized in this division. Expenditures include chemicals and other herbicides for the upkeep of the ball fields; T-shirts for children and bus rentals during summer programs.	Ensure that revenues are posted to the City's financial system (SAP) in a timely manner. Monitor revenues and adjust year-end projections. Minimize expenditures to ensure maximum revenues for the department. In FY2009, this function was moved to other Groups.
360009 Recreation and Wellness Administer the operations of citywide fee-based Adult Sports programs.	Provide annualized programming for Adult Sports functions and activities, including citywide leagues.
360010 Houston Garden Center The Houston Garden Center is a revenue-generated facility for garden clubs and plant societies. In FY2010, this function moved to Group 360015, Community Center Operations.	To encourage interest in all phases of gardening, promote better horticulture practices, civic beauty and conservation of natural resources. Hold monthly meetings and horticulture educational activities. The center is rented to the public for a fee.
360011 Golf & Tennis Center Administer the operations of 4 golf courses and 3 tennis centers, and work with Parks Contract Compliance to oversee operations of 3 city golf courses under management contracts with private firms.	Maintain golf courses at championship caliber levels, provide competitively priced merchandise and amenities, conduct golf and tennis tournaments with instructional programs, monitor contract managed courses, and improve revenue opportunities.
360012 Memorial Golf Course Manage Memorial Golf Course, including the pro shop and practice facilities.	Maintain golf course at championship caliber level, provide competitively priced merchandise, range balls and amenities, schedule and conduct golf outings and events, and offer golf instructional programs.
360013 Greenspace Management Tree and Shrub Ordinance relating to tree planting requirements for commercial and family development and ball field management.	Ensure citywide that the required trees for developed commercial and multi-family properties are planted promptly to the specification and ensure timely collection of appropriate fees from property developers. Ensure proper maintenance of citywide ballfields.

FISCAL YEAR 2010 BUDGET

Business Area Group Summary									
Fund Name : Park Special Revenue Fund Business Area Name : Parks and Recreation Fund No./Bus Area No. : 2100 / 3600									
Group Performance Measures	FY2008 Actual			FY2009 Estimate			FY2010 Budget		
	Group Activities	Budget FTEs	Group Costs \$	Group Activities	Budget FTEs	Group Costs \$	Group Activities	Budget FTEs	Group Costs \$
Adult sport team rentals		1,028			N/A			N/A	
Private youth team rentals		369			N/A			N/A	
		0.0	1,342,464		0.0	0		0.0	0
Teams registered		1,400			1,500			1,500	
Total fees/revenue collected		343,350			350,000			350,000	
		0.0	(5,106)		0.0	335,000		0.0	480,000
Building rental revenue		13,000			13,700			N/A	
		0.0	8,362		0.0	24,200		0.0	0
Golf revenue generated		2,284,027			2,464,851			2,500,000	
Privatized golf course inspected		8			8			8	
Rounds of golf		100,000			106,575			107,000	
Tennis cart court rentals		53,593			54,575			55,000	
		59.4	3,823,526		68.9	4,141,276		70.0	4,570,593
Rounds of golf		59,050			62,500			62,600	
Golf course revenue		2,845,538			2,983,750			2,983,800	
		37.2	2,437,397		47.2	3,401,133		50.5	3,493,682
Tree planted-commercial multi-family		N/A			10,000			10,000	
Ball fields maintained		10			10			10	
		0.0	2,148		0.0	291,100		0.0	316,400

FISCAL YEAR 2010 BUDGET

Business Area Group Summary

Fund Name : Park Special Revenue Fund
Business Area Name : Parks and Recreation
Fund No./Bus. Area No. : 2100 / 3600

Group Description	Group Objectives
<p>360014 PRD - Lake Houston</p> <p>A 4,800 acre of natural reserve land utilized by the public for overnight camping, outdoor recreation and natural resource-based-education.</p>	<p>Ensure that the park is properly managed and maintained to increase visitors' safety and enjoyment. Educate patrons on the wonders of nature and the importance of the preservation of nature.</p>
<p>360015 PRD - Community Center Operations</p> <p>Houston Garden Center is revenue-generated facility for garden clubs and plant societies. In FY2010, this function moved from Group 360010, Houston Garden Center.</p>	<p>To encourage interest in all phases of gardening, promote better horticulture practices, civic beauty and conservation of natural resources. Hold monthly meetings and horticulture educational activities. The center is rented to the public for a fee.</p>

FISCAL YEAR 2010 BUDGET

Business Area Group Summary									
Fund Name : Park Special Revenue Fund Business Area Name : Parks and Recreation Fund No./Bus Area No. : 2100 / 3600									
Group Performance Measures	FY2008 Actual			FY2009 Estimate			FY2010 Budget		
	Group Activities	Budget FTEs	Group Costs \$	Group Activities	Budget FTEs	Group Costs \$	Group Activities	Budget FTEs	Group Costs \$
Paid visitors		N/A			16,000			16,000	
Revenue		N/A			100,000			100,000	
		0.0	0		0.0	25,100		0.0	25,100
Building rental revenue		N/A			N/A			14,000	
		0.0	0		0.0	0		0.0	23,700
Total		<u>96.6</u>	<u>7,608,791</u>		<u>116.1</u>	<u>8,217,809</u>		<u>120.5</u>	<u>8,909,475</u>

FISCAL YEAR 2010 BUDGET

Fund Name : Park Special Revenue Fund
Business Area Name : Parks and Recreation
Fund No./Bus Area No. : 2100 / 3600

JOB DESCRIPTION	PAY GRADE	FY2009 Current Budget FTE	FY2010 Budget FTE	Change
ADMINISTRATIVE AIDE	10	0.5	0.5	
ADMINISTRATIVE ASSISTANT	17	2.0	2.0	
ADMINISTRATIVE SPECIALIST	20	2.0	2.0	
ASSISTANT SUPERINTENDENT	20	3.0	3.0	
ASSISTANT TENNIS CENTER MANAGER	17	3.0	3.0	
CREW LEADER	11	2.0	2.0	
CUSTODIAN	4	0.0	0.5	0.5
DIVISION MANAGER	29	1.0	1.0	
EQUIPMENT WORKER	13	11.0	11.0	
FIELD SUPERVISOR	17	4.0	4.0	
GARDENER	8	3.0	2.0	(1.0)
GROUNDSKEEPER	5	10.5	10.5	
LABORER	4	14.0	13.0	(1.0)
MAINTENANCE MECHANIC I	8	0.5	0.5	
MAINTENANCE MECHANIC III	14	3.0	3.0	
MAINTENANCE SUPERVISOR	16	0.0	1.0	1.0
MANAGEMENT ANALYST III	21	1.0	0.0	(1.0)
MANAGEMENT ANALYST IV	25	0.0	1.0	1.0
OFFICE SUPERVISOR	17	2.0	2.0	
PARK MAINTENANCE AIDE	4	1.5	1.5	
PARK MAINTENANCE SUPERVISOR	13	1.0	1.0	
RECREATION ASSISTANT	6	31.5	33.0	1.5
SECURITY OFFICER	8	1.5	2.0	0.5
SEMI-SKILLED LABORER	6	6.5	7.5	1.0
SENIOR CASHIER	10	6.5	6.5	
SENIOR SUPERINTENDENT	27	2.0	2.0	
SUPERINTENDENT	24	2.0	2.0	
TENNIS CENTER MANAGER	21	3.0	3.0	
Total FTEs		118.0	120.5	2.5
Less adjustment for Civilian Vacancy Factor		2.0	0.0	(2.0)
Full-Time Equivalents		116.0	120.5	4.5

FISCAL YEAR 2010 BUDGET

Business Area Revenue Summary

Fund Name : Park Special Revenue Fund
Business Area Name : Parks and Recreation
Fund No./Bus Area No. : 2100 / 3600

Commit Item	Description	FY2009 Current Budget	FY2009 Estimate	FY2010 Budget
3600020004	PRD-Financial Services			
421530	Special Event Permits	80,000	83,000	80,000
421540	Closed Use Permits	60,000	79,500	80,100
426170	Recreation Sports & Education Program	400,000	448,100	448,000
426420	Building Space Rental Fees	74,000	73,300	70,000
426440	Park Facility Use Fees	180,000	307,300	305,300
426450	Park Equipment Rental Fees	1,000	0	0
428080	Returned Check Charges	200	100	100
432010	Interest on Pooled Investments	100,000	150,000	150,000
443010	Temporary park Concessions	50,000	54,700	50,000
443020	Terminal Concession Agreements	250,000	182,700	200,100
443160	Vending Machine Concessions	50,000	54,600	50,600
443180	Concession Penalty & Interest	300	0	0
452020	Recoveries & Refunds	500	0	0
452030	Miscellaneous Revenue	2,000	400	1,000
Total	PRD-Financial Services	1,248,000	1,433,700	1,435,200
3600100001	PRD-Houston Garden Center			
421540	Closed Use Permits	2,000	1,400	0
426420	Building Space Rental Fees	12,000	17,000	0
452030	Miscellaneous Revenue	3,500	3,000	0
Total	PRD-Houston Garden Center	17,500	21,400	0
3600110001	PRD-Golf Admin.			
443030	Terminal Operation Agreement	175,000	163,400	182,800
3600110002	PRD-ShrptownGolfCrse			
426190	Golf Fees	828,900	860,000	865,000
426370	Training Services	700	400	500
442070	Other Rental Fees	337,500	360,000	370,000
443010	Temporary park Concessions	15,400	9,200	9,800
443040	Other Recreational Concessions	7,000	3,100	7,000
443190	Retail Concessions	57,300	56,900	57,700
452030	Miscellaneous Revenue	6,500	2,800	3,000
Total	PRD-ShrptownGolfCrse	1,253,300	1,292,400	1,313,000
3600110003	PRD-Brock Golf Course			
426190	Golf Fees	309,800	290,600	305,000
442070	Other Rental Fees	201,700	188,900	200,000
443010	Temporary park Concessions	3,300	3,900	4,300
443040	Other Recreational Concessions	5,500	5,200	5,500
443190	Retail Concessions	21,600	23,900	22,000
Total	PRD-Brock Golf Course	541,900	512,500	536,800
3600110004	PRD-Gus Wortham Golf Course			
426190	Golf Fees	405,600	428,200	415,000
442070	Other Rental Fees	193,100	210,000	210,000
443010	Temporary park Concessions	10,300	8,200	8,500
443040	Other Recreational Concessions	36,500	35,000	36,500
443190	Retail Concessions	24,700	21,900	22,000
Total	PRD-Gus Wortham Golf Course	670,200	703,300	692,000
3600110005	PRD-Homer Ford Tennis Ctr			
426180	Tennis Court Fees	19,200	20,700	21,000
426290	Other Service Charges	200	100	100
426370	Training Services	1,100	800	1,000
443190	Retail Concessions	1,400	1,100	1,200
Total	PRD-Homer Ford Tennis Ctr	21,900	22,700	23,300
3600110006	PRD-Memorial Tennis Ctr			
426180	Tennis Court Fees	175,900	185,300	85,000

FISCAL YEAR 2010 BUDGET

Business Area Revenue Summary

Fund Name : Park Special Revenue Fund
 Business Area Name : Parks and Recreation
 Fund No./Bus Area No. : 2100 / 3600

Commit Item	Description	FY2009 Current Budget	FY2009 Estimate	FY2010 Budget
426290	Other Service Charges	29,600	22,600	25,900
426370	Training Services	11,600	9,200	9,700
434340	Cashier Overages	0	0	100
443020	Terminal Concession Agreements	18,000	15,900	18,000
443190	Retail Concessions	10,900	8,900	10,000
Total	PRD-Memorial Tennis Ctr	246,000	241,900	148,700
3600110007	PRD-Lee LeClear Tennis Ctr			
426180	Tennis Court Fees	55,800	63,400	60,000
426290	Other Service Charges	300	300	300
426370	Training Services	4,200	3,100	3,500
434340	Cashier Overages	0	0	100
443190	Retail Concessions	4,400	2,900	3,300
Total	PRD-Lee LeClear Tennis Ctr	64,700	69,700	67,200
3600110008	PRD-Memorial Fitness Ctr			
426200	Admission and User Fees	20,000	15,900	0
426290	Other Service Charges	1,200	1,100	0
Total	PRD-Memorial Fitness Ctr	21,200	17,000	0
3600120001	PRD-Memorial ProShop Admin.			
426190	Golf Fees	1,641,300	1,654,200	1,660,600
426370	Training Services	24,000	24,300	25,000
434340	Cashier Overages	100	100	100
442070	Other Rental Fees	403,100	411,900	400,000
443020	Terminal Concession Agreements	115,000	111,700	117,500
443040	Other Recreational Concessions	585,900	586,600	626,200
443190	Retail Concessions	214,400	228,500	238,100
Total	PRD-Memorial ProShop Admin.	2,983,800	3,017,300	3,067,500
3600120002	PRD-Memorial Course Maint.			
434215	Sale of Non-Capital Rolling Stock	500	0	500
3600130001	PRD-Ground Maint. Admin.			
452030	Miscellaneous Revenue	40,000	44,400	51,600
3600140001	PRD-Lake Houston			
426200	Admission and User Fees	40,000	31,100	40,000
426430	Facility Rental Fees	50,000	37,700	45,500
Total	PRD-Lake Houston	90,000	68,800	85,500
3600150040	PRD-Houston Garden Center			
421540	Closed Use Permits	0	0	2,000
426420	Building Space Rental Fees	0	0	16,500
452030	Miscellaneous Revenue	0	0	4,300
Total	PRD-Houston Garden Center	0	0	22,800
3600150041	PRD-Memorial Fitness			
426200	Admission and User Fees	0	0	17,000
426290	Other Service Charges	0	0	1,200
Total	PRD-Memorial Fitness	0	0	18,200
Total	Parks and Recreation	7,374,000	7,608,500	7,645,100

FISCAL YEAR 2010 BUDGET

Business Area Expenditure Summary

Fund Name : Park Special Revenue Fund
Business Area Name : Parks and Recreation
Fund No./Bus. Area No. : 2100 / 3600

Commit Item	Description	FY2008 Actual	FY2009 Current Budget	FY2009 Estimate	FY2010 Budget
500010	Salary Base Pay - Civilian	2,332,591	2,618,889	2,608,779	2,863,994
500030	Salary Part Time - Civilian	262,144	439,424	440,116	554,138
500060	Overtime - Civilian	260,409	187,400	205,226	191,800
500090	Premium Pay - Civilian	19,200	14,376	21,415	27,194
500110	Bilingual Pay - Civilian	2,472	2,712	2,761	2,722
500210	Pay for Performance-Municipal	0	0	2,000	0
501070	Pension - Civilian	362,680	404,262	404,262	421,013
501120	Termination Pay - Civilian	8,955	2,055	2,230	31,455
502010	FICA - Civilian	209,442	261,349	261,349	278,466
503010	Health Ins-Act Civilian	452,162	559,650	559,650	594,670
503015	Basic Life Insurance - Active Civilian	2,833	3,717	3,717	1,626
503050	Health/Life Insurance - Retiree Civilian	116,611	115,478	115,478	115,478
503060	Long Term Disability-Civilian	10,711	7,958	7,958	7,990
503090	Workers Compensation-Civilian-Admin	24,618	26,192	26,192	25,782
503100	Workers Compensation-Civilian-Claim	1,258	16,430	16,430	16,430
504020	Compensation Contingency	0	0	0	42,927
504030	Unemployment Claims	0	3,271	3,271	3,290
Total	Personnel Services	4,066,086	4,663,163	4,680,834	5,178,975
511010	Chemical Gases & Special Fluids	227,511	256,500	256,500	279,200
511015	Cleaning & Sanitary Supplies	29,417	40,200	40,400	39,200
511020	Construction Materials	43,542	63,300	63,300	64,100
511025	Electrical Hardware & Parts	24,652	7,100	7,100	6,100
511030	Mechanical Hardware & Parts	438	2,800	3,400	2,600
511035	Meters Hydrants & Plumbing Supplies	17,161	41,400	41,400	47,300
511040	Audiovisual Supplies	2,390	1,500	1,500	1,400
511045	Computer Supplies	0	1,100	1,100	1,000
511050	Paper & Printing Supplies	648	2,600	2,600	2,500
511055	Publications & Printed Materials	20,812	0	0	5,000
511060	Postage	(30)	500	500	500
511070	Miscellaneous Office Supplies	17,091	7,200	7,700	7,900
511080	General Laboratory Supplies	0	500	500	400
511085	Drugs & Medical Chemicals	56	100	100	100
511090	Medical & Surgical Supplies	390	400	500	800
511095	Small Technical & Scientific Equipment	2,068	2,000	2,000	1,500
511110	Fuel	84,292	90,300	94,100	94,800
511115	Vehicle Repair & Maintenance Supplies	191,151	49,100	49,100	51,000
511120	Clothing	35,921	42,500	42,500	72,000
511125	Food Supplies	98	0	100	100
511135	Recreational Supplies	415,917	92,000	101,600	151,800
511140	Landscaping & Gardening Supplies	100,876	212,300	187,000	199,400
511145	Small Tools & Minor Equipment	26,159	23,400	26,700	22,100
511150	Miscellaneous Parts & Supplies	171,939	82,900	82,900	86,500
511155	Inventory Sales	171,719	244,200	244,200	276,800
Total	Supplies	1,584,218	1,263,900	1,256,800	1,414,100
520101	Janitorial Services	19,718	29,000	29,000	29,000
520102	Security Services	149,749	149,700	143,700	120,800
520104	Claims Payment Services	0	5,000	5,000	5,000
520107	Computer Info/Contr	0	900	1,300	1,400
520110	Management Consulting Services	31,188	0	0	0
520112	Banking Services	4,325	0	0	0
520114	Miscellaneous Support Services	40,793	0	0	0
520118	Refuse Disposal	15,205	30,500	30,500	34,200

FISCAL YEAR 2010 BUDGET

Business Area Expenditure Summary

Fund Name : Park Special Revenue Fund
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Fund No./Bus. Area No. : 2100 / 3600

Commit Item	Description	FY2008 Actual	FY2009 Current Budget	FY2009 Estimate	FY2010 Budget
520119	Computer Equipment/Software Maintenance	25,681	24,900	24,900	24,900
520120	Communications Equipment Services	2,999	400	400	0
520121	IT Application Svcs	16,931	15,600	15,600	15,600
520122	Office Equipment Services	0	100	100	100
520123	Vehicle & Motor Equipment Services	917	18,200	18,200	17,100
520124	Other Equipment Services	11,070	9,900	10,500	14,100
520126	Construction Site Work Services	10,345	0	0	0
520127	Structural Construction Work Services	0	1,500	1,500	1,200
520128	Other Construction Work Services	0	215,000	222,500	16,000
520146	Contract Instructor Sports	194,707	185,000	185,000	200,000
520510	Mail/Delivery Services	18,665	19,800	23,100	24,000
520515	Print Shop Services	13	200	200	200
520520	Printing & Reproduction Services	4,300	17,800	18,800	16,600
520605	Advertising Services	14,069	19,500	19,500	18,700
520705	Insurance Fees	10,810	15,400	15,400	13,100
520765	Membership & Professional Fees	4,322	5,700	5,700	6,500
520805	Education & Training	0	100	200	200
520905	Travel - Training Related	0	8,900	8,900	11,300
520910	Travel - Non-Training Related	102	800	1,100	1,400
521405	Building Maintenance Services	84,491	19,800	19,800	244,500
521410	Sewer Services	55,139	78,200	78,200	67,600
521415	Land and Grounds Maintenance	11,542	9,300	29,300	8,100
521435	Water Services	4,413	4,600	4,600	4,600
521605	Data Services	3,480	5,500	5,500	5,500
521610	Voice Services	11,824	12,200	13,800	12,000
521615	Radio Communications	2,950	0	0	0
521620	Voice Equipment	26	0	0	0
521625	Voice Labor	11	0	0	0
521705	Vehicle/Equipment Rental/Lease	348,612	497,400	447,700	575,600
521715	Office Equipment Rental	7,383	3,300	3,800	5,700
521725	Other Rental	15,954	24,600	30,900	28,600
522305	Freight Charges	3,990	1,400	3,600	7,700
522430	Miscellaneous Other Services & Charges	21,477	38,200	40,500	38,600
Total	Other Services and Charges	1,147,201	1,468,400	1,458,800	1,569,900
560220	Vehicles	524,286	397,375	396,375	321,500
Total	Equipment	524,286	397,375	396,375	321,500
532035	Transf-Spec Nonrecr	287,000	425,000	425,000	425,000
Total	Debt Service and Other Uses	287,000	425,000	425,000	425,000
Grand Total Expenditures		7,608,791	8,217,838	8,217,809	8,909,475